



U.S. Department of Justice
Federal Bureau of Investigation

March 15, 2019

CA Department of Justice
CLETs Administration Section
P.O. Box 903387
Sacramento, CA 94203-3870

To Whom This May Concern:

Please accept attached Misuse Investigation Reporting form for Concord Resident Agency (CRA). The ORI is CAFBICD00. The former Agency CLETs Coordinator (ACC) is on maternity leave. I am currently in the process of selecting another ACC for the CRA office. Change Request form will be submitted next week.

I appreciate your understanding. Please feel free to call at 415-553-7445 or email me if you have any questions.

Thank you,

Mary Ann Adelantar
Mary Ann Adelantar

Supervisory Administrative Specialist –
Operations Center
FBI, San Francisco Division



STATE OF CALIFORNIA
HDC 0010
(Orig. 05/2001; Rev. 11/2018)

DEPARTMENT OF JUSTICE

CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS)
MISUSE INVESTIGATION REPORTING

2018 Calendar Year	FBI, CONCORD RESIDENT AGENCY Agency Name or Qualifying Sub-Unit of a Non-LE Agency														
3-15-19 Date	CAFB1C00 Originating Agency Identifier (ORI) Number(s) – Attach Additional Paper if Necessary														
MARY ANN ADELANTAR Name of Person Completing Form	Name of Agency CLETS Coordinator (ACC)														
MAADELANATAR@FBI.GOV E-Mail Address of Person Completing Form	E-Mail Address of Agency CLETS Coordinator (ACC)														
415-553-7445 Phone Number	Phone Number														
<p>1. Total number of investigations performed related to CLETS misuse: <input type="text" value="0"/></p> <p>2. Total number of misuse investigations with NO misuse found: <input type="text" value="0"/></p> <p>3. Total number of misuse investigations still pending: <input type="text" value="0"/></p> <p>4. Total number of founded misuse violations from investigations: <input type="text" value="0"/></p> <p>A. Total numbers for administrative actions taken on founded misuse violations¹:</p> <table><tr><td>Counsel <input type="text"/></td><td>Reprimand <input type="text"/></td><td>Training <input type="text"/></td><td>Suspension <input type="text"/></td></tr><tr><td>Resignation <input type="text"/></td><td>Termination <input type="text"/></td><td>Other² <input type="text"/></td><td>No Action² <input type="text"/></td></tr></table> <p>B. Total number of criminal complaints filed:</p> <table><tr><td>Infraction <input type="text"/></td><td>Misdemeanor <input type="text"/></td><td>Felony <input type="text"/></td></tr></table> <p>C. Total number of convictions from criminal complaints:</p> <table><tr><td>Infraction <input type="text"/></td><td>Misdemeanor <input type="text"/></td><td>Felony <input type="text"/></td></tr></table>		Counsel <input type="text"/>	Reprimand <input type="text"/>	Training <input type="text"/>	Suspension <input type="text"/>	Resignation <input type="text"/>	Termination <input type="text"/>	Other ² <input type="text"/>	No Action ² <input type="text"/>	Infraction <input type="text"/>	Misdemeanor <input type="text"/>	Felony <input type="text"/>	Infraction <input type="text"/>	Misdemeanor <input type="text"/>	Felony <input type="text"/>
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Infraction <input type="text"/>	Misdemeanor <input type="text"/>	Felony <input type="text"/>													
<p>5. How many misuse investigations originated from the following:</p> <table><tr><td>A. Private Citizen Complaints <input type="text"/></td><td>B. Internal Within Department <input type="text"/></td></tr><tr><td>C. From Another Agency <input type="text"/></td><td>D. Department of Justice <input type="text"/></td></tr></table>		A. Private Citizen Complaints <input type="text"/>	B. Internal Within Department <input type="text"/>	C. From Another Agency <input type="text"/>	D. Department of Justice <input type="text"/>										
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C. From Another Agency <input type="text"/>	D. Department of Justice <input type="text"/>														
<p>Regardless of whether your agency had any reported misuse, submit this form by February 1 of each year for the previous calendar year. Include the number of investigations performed related to CLETS misuse and include any disciplinary action taken, if applicable. The agency may need to contact their internal investigations department. For additional information please refer to the Department of Justice information bulletin 18-07-CJIS on the California Law Enforcement Web (CLEW).</p>															
<p>¹Total number of actions taken may exceed total number of founded misuse violations.</p> <p>²If any number other than 0 is entered in "Other" or "No Action" it is required that the agency attach documentation that supports the decision. Personal information within the documentation should be redacted or omitted.</p>															
<p>California Department of Justice CLETS Administration Section P.O. Box 903387 Sacramento, CA 94203-3870</p> <p>Phone: (916) 210-4240 Fax: (916) 227-0696 Email: cas@doj.ca.gov</p>															